



# County of Galveston

## Human Resources

### JOB POSTING NOTICE

**Galveston County is seeking a new Facilities Technician for the Facilities Department!**

The right candidate will be able to assist in the maintenance of county facilities and related systems.

**JOB TITLE:** Facilities Technician I

**DEPARTMENT:** Facilities

**HOURLY RATE:** \$15.65 an hour

**JOB GRADE:** 12A

**OFFICE ADDRESS:**

722 Moody Avenue  
Galveston, Texas 77550

**OFFICE HOURS:**

8:00am to 5:00pm,  
Monday – Friday

**PHONE:** (409) 770-5418

**FAX:** (409) 770-5351

**WEBSITE:** <http://www.galvestoncountvtx.gov/hr/Pages/Jobs-Online.aspx>

**BENEFITS:**

- Medical
- Dental
- Vision
- Disability
- TCDRS Retirement
- AUL Alternative Plan to Social Security

**TO APPLY:**

To apply please visit our website: <http://www.galvestoncountvtx.gov/hr/Pages/Jobs-Online.aspx>  
and fill out our online application or apply in person at 722 Moody, 3rd Floor Human Resources Office.

**QUALIFICATIONS/REQUIRED SKILLS**

- High School Education/GED
- Exceptional Customer Service Skills
- Excellent skills in oral and written communication
- Electrical knowledge and safety
- Proficient with a volt meter
- 1+ years of experience using hand and power tools
- 1+ years experience in general building maintenance jobs and the maintenance of tools and equipment
- Must pass a Criminal Background check, driver's license background check, and alcohol and drug testing.
- Must possess a valid Texas Driver's License.

**Preferred Skills (NOT REQUIRED):**

- HVAC certified or licensed
- Knowledge of HVAC (heating, ventilating, and air conditioning)
- Knowledge of plumbing and electrical system installation
- Knowledge of repair and maintenance procedures

**RESPONSIBILITIES INCLUDE**

- Replaces lighting ballasts and bulbs
- Replaces or repairs security cameras
- Maintains and repairs security door locks
- Maintains smoke alarms
- Troubleshoots and repairs electrical malfunctions
- Repairs all plumbing systems
- Maintains and repairs HVAC (heating, ventilating, and air conditioning) systems
- Repairs bathroom fixtures
- Provides building and property access for sub-contractors
- Delivers building supplies, bathroom and office items, and keys
- Maintains common work area, tools and equipment

**Date Posted:**

**8/16/2016**

**ADA/Equal Employment Opportunity Employer/VETS WELCOME**